

City of Somerville  
Department of Public Works  
Highway Division  
1 Franey Road, Som, MA 02145  
617-625-6600 Ext. 5500

Application for a Curb Cut

Date:

I respectfully request a Curb Cut and/or Sidewalk Reconstruction at:

Owner of Property: \_\_\_\_\_  
Address: \_\_\_\_\_  
Day time Phone #: \_\_\_\_\_  
Signature of owner:(Required) \_\_\_\_\_

Fees: Curb Cut with sidewalk reconstruction (12 Ft) \$2,000.00 Check or Money Order to the:  
Alteration to existing Curb Cut (3 Ft) \$1,000.00 City of Somerville

ALL THE REQUIRED INFO BELOW MUST BE SUBMITTED ON A CERTIFIED PLOT PLAN.

1. Minimal dimensions required for a driveway is 8 Feet wide by 18 Feet long.
2. Required Landscape is 25% for Residential and 10% for Commercial, SZO 8.5.D.
3. Plans/Diagram must be submitted showing location of driveway, trees, utility poles, catch basins, hydrants, manhole covers, water or gas gate covers and sign posts.
4. Any change in grade greater than 4 feet will require a Structural Engineers Stamped Report.
5. Gas pipes, electrical & water meters must be made safe by Owner.
6. Provide a copy of the Deed to prove Ownership.

Notes:

1. Driveway must be constructed of concrete, brick or asphalt. Gravel is not allowed.
2. Tandem parking is NOT allowed.
3. Parking signs must be purchased at the Traffic & Parking Department
4. A side walk occupancy permit must be obtained from the Engineering Department at DPW

Is a Building Permit required for work in conjunction with the driveway installation? Y / N

If yes, Building Permit Date: \_\_\_\_\_ Building Permit # \_\_\_\_\_

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**For Office use Only**

Approved ☐ Denied ☐ Reason for Denial: \_\_\_\_\_

Lot Size: \_\_\_\_\_ % of Landscape: \_\_\_\_\_

Fee: \_\_\_\_\_ Check Date: \_\_\_\_\_ Check #: \_\_\_\_\_

Is Property on the Historic Register? Yes ☐ or No ☐

If yes, Signature of Historic Commission: \_\_\_\_\_ Date: \_\_\_\_\_

Date Curb Cut: \_\_\_\_\_ Final Inspection Date: \_\_\_\_\_